



# How to Submit a Course for Recertification Credits

## What to Include:

1. A detailed course agenda including:
  - Presentation Titles
    - Please include a description of the presentation if the title is not indicative of the type of pest control to be covered.
  - Presentation Times
  - Speaker Names
2. The meeting location and date(s)
3. Optional: Categories requested
4. Registration information if available

**Please submit the above information to  
[veronica.johnson1@maryland.gov](mailto:veronica.johnson1@maryland.gov) at least 10  
days prior to the meeting date.**

**NOTE:** Online course submission through egov has been suspended for website modification.